

## **Hazardous Material - On-Site**

<b>On-Site Resources</b>	
<ul style="list-style-type: none"><li>▪ Emergency Operations Plan</li><li>▪ Crisis Response Team</li><li>▪ Hazardous Materials Inventory</li><li>▪ Materials Safety Data Sheet (MSDS)</li><li>▪ Shelter In-Place and Evacuation Plans</li><li>▪ Severe Weather Procedures</li></ul>	
<b>Off-Site Resources</b>	
<ul style="list-style-type: none"><li>▪ Fire Department</li><li>▪ Office of Emergency Management (OEM)</li><li>▪ District Executives</li></ul>	
<b>Procedures</b>	
<ol style="list-style-type: none"><li>1. Upon actual or suspicion of Hazardous Materials Spill, immediately notify Principal/Facility Manager and Head Custodian and isolate area</li><li>2. Immediately notify Fire Department through 911 service and act/do as directed.</li><li>3. DO NOT Touch, Inhale or Ingest</li><li>4. If actual Hazardous Material Spill has taken place immediately Initiate Emergency Operations Plan and Evacuation Plan.</li><li>5. Notify district executives ASAP (As Soon As Practical)</li><li>6. Document all actions</li><li>7. Notify Public Information Officer (PIO)</li><li>8. As directed by Law Enforcement initiate:<ul style="list-style-type: none"><li>- Emergency Operations Plan</li><li>- Evacuation/Lock Down/Shelter In-Place</li><li>- School Cancellation</li><li>- School Evacuation</li><li>- Emergency Transportation</li></ul></li><li>9. In coordination with the Fire Department and OEM determine cause incident and damage from spill.</li><li>10. Initiate HAZ-MAT spill cleanup and decontamination plan</li><li>11. Once Fire Department/OEM/Other Agencies have determined situation normal, resume normal hours</li><li>12. As appropriate refer to Communication, Notification and Public Information Policies</li></ol>	